

The InterAct

September/October 2006



ICSEW

INTERAGENCY COMMITTEE OF
STATE EMPLOYED WOMEN

"To Identify and advocate for issues faced by state employed women"

Back to School: Resources for Everyone

By: Sarah Bland, ICSEW Conference Committee Chair &

As this time of the year rolls around, parents are shopping for supplies, students are checking out the latest fashions, school busses are being inspected, and teachers and schools are preparing to receive their students.

There are usually a lot of questions that come up around this time of year. Listed here are a few state laws and rules which have proven to answer some of the top questions many people have.

For more detailed information on getting back to school, check your local school district Web site, or visit the Office of Superintendent of Public Instruction at www.k12.wa.us, or the State Board of Education at www.sbe.wa.gov.

State Laws (RCW's) and Rules (WAC's):

Attendance & Admission: [RCW 28A.225](#)

Attending school out of District: [RCW 28A.225.330](#)

Age for Entry into Kindergarten and First Grade: [WAC 392-335](#)

School Entry Qualifications: [RCW 28A.225.160](#)

Enrollment Options: [RCW 28A.225.300](#)

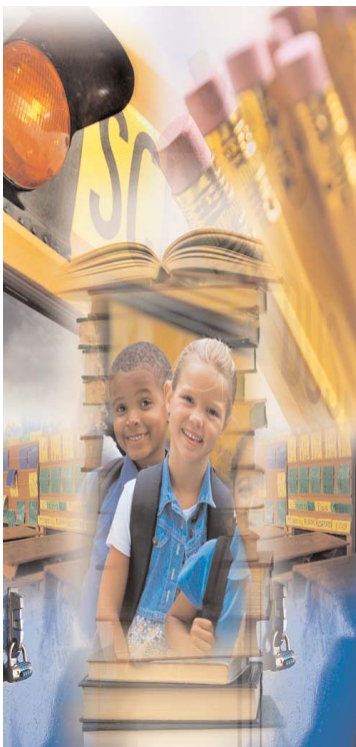
Courses of study & Equivalencies: [RCW 28A.230](#), [WAC 180-51](#)

High School Graduation Requirements: [WAC 180-51](#)

Home Based Instruction: [RCW 28A.200](#)

Laws that apply to Students: [RCW 28A.600](#)

School Board Meetings: [RCW 42.30](#) (Open Public Meetings) & [RCW 28A.330.070](#).



My Challenge to You...Take a Risk!

By Kelly Stowe, Chair Communications Subcommittee



Watch out NASCAR...I might want to try my hand at stock car racing next.

Dianna is off on vacation so I thought I'd take the liberty of using the space usually left for her message to issue a personal challenge to everyone reading this InterAct Issue.

I challenge all of you to take a risk. Put yourself out there, get out of your comfort zone and see where it takes you.

Last year during the September ICSEW General Membership Meeting, I was all set on which ICSEW Subcommittee I would join, and it wasn't the Communications Subcommittee. I had decided to join a committee that would utilize the skills I used every day at work. This was a typical decision for me; it was safe.

As fate would have it, I happened to sit by the Communications Subcommittee Chair and we started chatting before the meeting about likes and dislikes. I told her about a project

I was working on and how I hoped one day to become a Communications Consultant. She urged me, like I'm urging you, to step out of my comfort zone and instead of joining a committee where I already knew exactly what to do, to join her committee and learn something new. She also told me that her work on the Communications Subcommittee helped her to become a Communications Consultant.

So as we near the year anniversary of that first meeting, I am now the Chair of the Communications Subcommittee and was just hired as a Communications Consultant with my agency. I also just finished shooting a Public Service Announcement that I wrote with Governor Gregoire; Greg Biffle, NASCAR Driver; Secretary of Transportation, Doug MacDonald and State Patrol Sergeant, Monica Hunter.

By stepping out of my norm and taking a risk, I put myself on the path to achieve a dream.

So, take my challenge and see where it takes you!

ICSEW Cell Phone Drive

Put Your Old Cell Phones to Good Use to Help Save Lives

The ICSEW conducts an ongoing "recycle your cell phone with rechargeable battery and cords drive." Donated cell phones are delivered to Verizon Hopeline, which supports non-profit organizations committed to combating domestic violence, providing emergency relief, and supporting health and education initiatives. **October is Domestic Violence Awareness Month...**put the challenge out to your agency to donate more phones than any other by October 31st.

Verizon donates airtime and distributes phones nationally to domestic violence programs, the National Coalition Against Domestic Violence, and local government and law enforcement agencies for domestic violence victims.

Send your old phones to Pam Johnson at the Department of Licensing, Mail Stop 48201, or delivered to 2424 Bristol Court Drive, Olympia (Near Thurston County Courthouse).

ICSEW Event Information

September 12, 2006 - ICSEW General Membership Meeting

September 13, 2006 - "How to Succeed with Difficult People" by Ms. Kathy Bote. Training class held at DSHS 712 Pear Street SE, Olympia, WA 98507-9162.

September 22, 2006 - "Secrets of Great Grammar & Writing" by Ms. Kathy Bote. Training class held at the WSDOT SW Region Office. Conference Rm 124; 11018 NE 51st Circle; Vancouver, WA.

September 28, 2006 "How to be a Powerful Communicator AND Conquer Stress for Success" by Ms. Sandra Smith. Training class held at Lacey Fire Hall--Station #34, Lacey, WA.

Class information and online registration can be found by going to: <http://icsew.wa.gov/calendar/default.htm>

SPEAK UP - HOW TO RESOLVE WORK-PLACE ISSUES

By Pam Johnson, Department of Licensing

As state employees we encounter various work environments no matter where we work and the type of job we hold. Our workplace surroundings can differ as widely as any diverse population of people and work environments can be. However, in state government we are offered assurance that we need not work in unhealthy, hostile, unsafe or unprotected work environments. On the ground, in offices, or up in the fresh air on mountain tops, we are state employees who deserve fair treatment and acceptable safe work conditions.

Handling potential misunderstandings, conflict or problems as soon as they arise is the best solution to any uncomfortable issue, especially at work. Left untreated, small problems or issues can erupt into much larger and potentially harmful issues for the persons involved or place the entire agency at risk.

In the next few editions of the InterAct we will address issues and offer perspectives and approaches that may be helpful to you, your co-workers or other state employees. We encourage you to navigate state laws and agency policies for appropriate solutions and protection. The core of the matter; there is a professional and dignified way to handle workplace issues that don't leave you feeling vulnerable, uncomfortable, or at risk of losing your job. You have a voice.

Stay tuned to see what issues, facts and tips may help you or fellow state employees heal from workplace ailments like harassment. Learning appropriate steps and agency policy can make a difference to you and others who need support when reporting harassment and seeking solutions to inappropriate or unacceptable behaviors. Once your concerns are resolved, it can make coming to work more comfortable again so you can thrive and do your best!

Here we provide food-for-thought, and give ourselves time to look at our potential concerns. Put on your Perspective Cap for a moment. Did you consider...?

TIP #1: Keep the matter short and to the point. By removing emotions and fielding out peripheral circumstances from the picture, you can clearly focus on the real issue.

**Did a one-time circumstance lead you to think a perpetual problem exists?*

**Look objectively at the person, the surroundings and the actions to see what conditions are present here and now. Are these typical or atypical conditions?*

**Where you are coming from? Are you judging this moment clearly?*

**Leave your baggage out of it unless it directly influences or pertains to this specific condition at work.*

As we consider our own perspectives, we learn that we can look at the issue in a manner that promotes understanding other points of view.

Now if you believe now that a real problem exists, what do you do?

FIRST: Address the matter calmly with the person(s) involved in a friendly and respectful tone when you are in an appropriate place.

SECOND: Make sure you demonstrate and say that your objective is to clarify and resolve any concerns if needed. Have you heard of the old saying, "Don't make mountain out of a mole hill." Keep that in mind as you consider how to remove the concern from your life by addressing it respectfully. Listen to the other person and be open to hear their point of view. When you listen to one another, you may learn you both have the same objective.



Rules to Work By

By Patricia Thronson, Department of Information Services

Make an agreement with yourself to consider practicing these five life changing rules to work by.

Be Impeccable With Your Word

Say only what you mean. The word is the most powerful tool we have as humans. Depending upon how it is used, the word can help us to become free or to enslave us. By practicing impeccability we can clear up communication problems, heal relationships, and create enough personal power to break our old limiting agreements.

Don't Take Things Personally

Each of us lives in our own personal dream, and what we say, what we do, and the opinions we give come from the agreements that we have in our own minds - they have nothing to do with anyone else. By the same token, others' opinions have nothing to do with us, so there is nothing to take personally. When we make the assumption that whatever happens is because of us, we continue to hurt each other and brood about what we call injustice. A huge amount of freedom is gained when we take nothing personally.

Don't Make Assumptions

We make assumptions when we think we know what others mean, or when we think they know what we mean. The problem with making all those assumptions is that we believe them as the truth, and we blame others for the assumptions that we make. We must have the courage to ask what another means, and the courage to say

what we really mean. The day we stop making assumptions, we communicate cleanly and clearly, free of emotional poison.

Do Your Homework

Life is full of assignments. Whether at work or home, the list of assignments never ends. Following through with those assignments in a timely, organized fashion ensures security and peace of mind, especially with those we work with. Having the courage to say no to new assignments when our schedule does not permit offers clarity and confidence that our direction has purpose and goals, goals that can and will be met.

Always Do Your Best

This agreement makes the other three possible. When we simply do our best - not more and not less - we avoid self-condemnation and we have no regrets. Although our best is always changing, we continually strive to do our best our life continues to grow in a positive direction.

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HPV Vaccine - A Breakthrough for Women's Health and Cancer Prevention

By Nicole Pender, Department of Health

On June 8, 2006 the Food and Drug Administration (FDA) licensed the first Human Papillomavirus (HPV) vaccine (Gardasil, manufactured by Merck) for use in females aged 9-26 years. Human Papillomavirus (HPV) is a very common virus. CDC estimates that at least 50 percent of people who are sexually active will get HPV at some point in their lives. HPV can cause cervical cancer, genital warts, and other conditions. This vaccine is a major milestone for both women's health and cancer prevention. Cervical cancer screenings (pap tests) have significantly reduced the number of deaths in the U.S. from cervical cancer. The HPV vaccine is an additional tool to help improve women's health and prevent cervical cancer and other conditions caused by certain types of HPV.

Gardasil protects against four types of HPV; two that cause 70 percent of cervical cancers, and two that cause 90 percent of genital warts. GlaxoSmithKline has also developed an HPV vaccine that protects against two types of HPV. Their vaccine is in the last stages of clinical testing, but hasn't been licensed by the FDA.

The Advisory Committee on Immunization Practices (ACIP) recently voted to routinely recommend

the vaccine for girls ages 11 - 12 years. Girls as young as age 9 years and women up to age 26 years can also receive the vaccine if it is recommended by their doctor. The vaccine is not licensed or recommended for boys because there is not enough data to determine how effective the vaccine would be in this group. The HPV vaccine recommendations are provisional and will become final when they are published in the CDC Morbidity and Mortality Weekly Report.

The HPV vaccine is recommended for girls ages 11-12 years because it is a preventive vaccine and will have the maximum impact if given before girls become sexually active. Research shows that the vaccine is also more effective for younger teens than it is for older teens and women. This doesn't mean that older teens and women should avoid getting the vaccine. Women who have acquired HPV may still benefit from getting the vaccine; it will protect them against any of the HPV types in the vaccine that they haven't already acquired. Females who get the HPV vaccine will still need to get regular cervical cancer screenings (Pap tests) to ensure that cervical cancer can be identified early in women that don't get all three doses of vaccine, or already have one or more types of HPV that are in the vac-

cine.

The vaccine is administered as a series of three injections to provide the best protection. Research shows that the vaccine is 100 percent effective in preventing precursors to cervical cancers and almost 100 percent effective in preventing genital warts and other infections caused by the types of HPV in the vaccine. Current research shows that the vaccine will provide protection for at least five years. It is unknown at this time whether a booster dose of vaccine will be needed to prolong protection.

The Department of Health isn't currently purchasing the HPV vaccine, but it is being considered for addition to the Washington State Universal Vaccine Program.

For more information on HPV and the vaccine visit the following web-sites:

Washington State Department of Health HPV Vaccine Fact Sheet for the general public
<http://www.doh.wa.gov/cfh/immunize/default.htm>.

CDC Healthcare Provider Fact Sheet <http://www.doh.wa.gov/cfh/>

October Is Breast Cancer Awareness Month

*awareness***By Kelly Stowe, Communications Chair**

More than 211,000 women will be diagnosed with breast cancer this year in the United States. Out of those women, 43,000 will die. But this isn't a disease that is for women only. This year alone, 1600 men will be diagnosed and 400 will die.

The numbers are frightening. One woman in eight either has or will develop breast cancer in her lifetime.

That's the bad news, the good news is that if the cancer is detected early, there is a 95% chance of survival.

October is Breast Cancer Awareness month and a good time for women who are 40 or above to schedule a mammogram.

Mammograms are not fun, but they

are one of the best methods to detect breast cancer early. In the US, there are 13 million women who are 40 years of age or older who have never had a mammogram.

This October, if you haven't had a mammogram or are due for one, make an appointment. If you know someone who has been procrastinating getting a mammogram, offer to give them a ride.

For more information on breast cancer early detection please visit the National Breast Cancer Foundation site
<http://www.nationalbreastcancer.org/>

For more information on Breast Cancer Awareness Month, please visit
<http://www.nbcam.com>

Making Conscious Choices for a Healthy Life

By Jan Ward Olmstead, Health and Wellness Committee

Our behaviors are the primary cause of chronic health problems. Smoking tobacco, risky alcohol use, unhealthy diets, and physical inactivity account for 40% of all deaths in the U.S. per year. Our personal behaviors have a greater impact on our health than genetics, environment, or social circumstances. Tackling these behaviors will make the most significant improvement in an individual's long-term health. Change isn't easy but it is doable. Setting reasonable goals with a plan is important to sustaining change. The main thing is making a commitment. There are resources available through your health care provider for tobacco and alcohol use.

Conscious consumption

Be conscious when you eat and drink. Drink water (about 11 cups a day), and think colorfully when you eat. Foods with bright colors like red peppers, oranges, green broccoli, and blueberries are healthier for you than white bread, mashed potatoes, or pasta with cream sauce.

Find alternates for sugar and salt. Cook with cinnamon or vanilla to add sweetness. Use spices, like oregano, basil, to enhance flavor. Eat fresh fruit for snacks instead of cookies or chips.

Eat less, live longer according to Maoshing Ni, author of *Secrets of Longevity: Hundreds of Ways to Live to be 100*. Use the "three-quarters rule" and stop eating when you are three-quarters full.

Simple ways to put activity in your life

At Home: It's convenient and comfortable to work out at home. Exercise can easily be combined with other routine activities like watching TV. Exercise equipment is a one-time cost that can be useful to all family members. It's easy to have short bouts of activity several times a day. An additional benefit is the example it sets for our children. What activities could be included in your routines? Some ideas are to work in the garden; mowing, raking or pulling weeds.

While watching TV, spend a few minutes pedaling on your stationary bicycle or use other exercise equipment.

Find time for walking while at home. Go for a short walk before

breakfast, after dinner or both. Start with 5-10 minutes and work up to 30; walk or bike to the corner store; walk the dog. Remember that while walking to walk briskly and choose a hilly route if possible.

At Work: Work takes up a significant part of the day. What can you do to increase your physical activity during the workday?

Brainstorm project ideas with a co-worker while taking a walk; take the stairs instead of the elevator; walk around your building for a break during the workday or during lunch; walk down the hall to speak with someone in person rather than using the telephone.

You can also participate in or start a recreation group at your agency or join a fitness center near your job. Work out before or after work to avoid rush-hour traffic, or drop by for a noon workout. Make sure to schedule exercise time on your business calendar and treat it as any other important appointment.

At Play: Play and recreation are important for good health. Look for opportunities to be active and have fun at the same time. What activities would you and your family enjoy?

Some ideas are outings or vacations that include physical activity such as hiking, backpacking, swimming, etc.

You can enjoy seeing the sights in new cities with your family by walking, jogging or bicycling.

Resources:

10 Steps You Can Take Now to Improve Your Health in 2006-National Women's Health (www.healthy-women.org)

American Heart Association <http://www.americanheart.org>

Secrets of Longevity: Hundreds of Ways to Live to Be 100 by Maoshing Ni

Take Your Body to Work Day (www.oprah.com) http://images.oprah.com/download/pdf/fs/omag/omag_200606_body.pdf

Domestic Violence Awareness...a Dirty, Deadly Secret

By Kelly Stowe, Communications Chair

Our behaviors are the primary cause of chronic health problems. Smoking tobacco, risky alcohol use, unhealthy diets, and physical inactivity account for 40% of all deaths.

Domestic Violence is a secret that millions of women keep. It is the single largest cause of injury to women between the ages of 15 and 44 in the US. Every year somewhere between 2 and 4 million women are battered. Out of those, 2,000 will die. Domestic Violence is not just a crime against women but statistics show women are 5 to 7 times more likely to be a victim of an intimate partner.

The Sad Statistics found at www.aidv-usa.com/Statistics are:

85-95% of all domestic violence victims are female; over 500,000 women are stalked by an intimate partner each year; 1,232 women are killed each year by an intimate partner

Domestic Violence is the leading cause of injury to women and women are more likely to be attacked by someone they know rather than by a stranger

Homicide is the leading cause of death for women in the workplace. Of the approximately 1.7 million incidents of workplace violence that occur in the US every year, 18,700 are committed by an intimate partner; a current or former spouse, lover, partner, or boyfriend/girlfriend.

In the workplace, 96% of battered workers experience problems at work due to abuse; 74% are harassed while at work by their abuser; 56% are late to work; 28% leave early; and 54% miss an entire days due to abuse.

In 1996, Governor Mike Lowry signed Executive Order 96-05 that directs executive agencies to adopt and implement personnel policies that clearly direct that the state will not tol-

erate domestic violence in state offices, facilities, work sites, or while an employee is conducting state business; provides assistance to domestic violence victims in a confidential setting, and assure that every reasonable effort will be made to adjust work schedules or location; to allow employees who are victims to receive medical treatment, counseling or to relocate for safety reasons; provides training to employees on these policies and domestic violence awareness

If you or someone you know is being abused, there is help. In the Olympia area SafePlace has a 24-hour crisis line at (360) 745-6300 there is also a National Domestic Violence Hotline at 1-800-799-SAFE (7233).

October is Domestic Violence Awareness month, do something to help! Donate clothes, toiletries; or money to a women's shelter. Give your old cell phone to ICSEW's Cell Phone Drive, or call a women's shelter and see how you can volunteer to help.

Returning violence for violence multiplies violence,

Adding deeper darkness to a night already devoid of stars.

...Hate cannot drive out hate: only love can do that.

- Martin Luther King Jr.

*The InterAct is published by the Communications Subcommittee of the Interagency Committee of State Employed Women (ICSEW). Photocopying, distributing, or posting of this publication is **strongly encouraged**. This publication is available in alternate formats. Views stated in re-printed articles are informational and do not necessarily reflect the views of the ICSEW. All persons interested in submitting articles or ideas for this publication should contact their agency's ICSEW representative or:*
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